

CHART Meeting Agenda  
Thursday, June 3, 2010  
1:30-3:00 PM

I. Introductions

- A. New State Advisor

II. Community Action Plan (CAP)

- A. Updated 5-21-10
- B. Sub Team Updates & Comments

III. CHANGE Tools

- A. Assignments
- B. Due on August 31, 2010

IV. Budget

- A. Review
- B. Vote – Expense Requests

V. Learning Institute

- A. Attendee Announced

Next Meetings

- A. CHART August 5, 2010 at 1:30 PM

- 1. Walk

- B. Sub Team Meetings

- 1. Community-at-Large July 13, 2010 at 1 PM
  - 2. Community Institution/Organization July 21, 2010 at 2 PM
  - 3. School July 8, 2010 at 9 AM
  - 4. Worksite July 14, 2010

ACHIEVE  
CHART Meeting  
June 3, 2010

**Members Present:**

Battiato, Matt	Lake County Job and Family Services
Bennett, Dick	Lake County YMCA
Cantor, Ellen	Leadership Lake County
Gill, Ken	Neighboring
Gilmer, Dave	Lake County Community Improvement Corporation
Hoppel, Bonnie	Ohio Department of Health
Horvath, Beth	Lake County YMCA
Katz, Brian	Willoughby Parks and Recreation
Lindstrom, Wayne	Crossroads
Luyster, Tori	Lake County General Health District
Madewell, Stephen	Lake Metroparks
Minjares, Sharon	Lake Health Systems
Norton, Steve	Steris Corporation
O'Hearn, Maureen	Lake County General Health District
Perkins, Jennifer	Neighboring
Salkiewicz, Traci	Lake County Engineers Office
Siciliano-Miller, Lisa	OSU Cooperative Extension Office
Troy, Dan	Lake County Commissioners
Ward, Denise	Painesville City Local Schools
Zeller, Cathy	Starting Point

**Guests Present:**

Cairns, Cheryl	Cleveland Clinic Pediatrics
Cook, Donna	Cleveland Clinic Willoughby Hills
Pennza, Lynsey	Cleveland Clinic Willoughby Hills
Tucker, Regina	Cleveland Clinic Willoughby Hills

T. Luyster opened the meeting at 1:33 p.m.

**I. Introductions**

Roundtable introductions were given. Guests were introduced. Bonnie Hoppel was welcomed by Tori Luyster as the new ODH State Advisor.

**II. Community Action Plan (CAP):**

**A. Updated 05/24/10**

**B. Sub Team Updates & Comments**

Each chair and/or sub team member provided updates:

CAL –

Brian Katz stated that Jason Boyd is working on gathering various bike plans for review at the next sub team meeting. The group is planning to prioritize Lake County roads that can be widened or repaved. The Coastal Scenic drive is now federally funded and also being reviewed by the group for potential bike path implementation. The group is currently working on their CHANGE tool reassessment and will work out the details of the CHART walk on August 5.

CIO–

Beth Horvath described the Diabetes Class at the YMCA. All participants are physician referred. The program includes diabetes education classes and exercise classes that take place three times per week. Currently, they are in the fourth week of the class with six more to go. 14 clients are participating and four of them are pre-diabetic. This is the first of three programs to be offered in one year. Cathy Zeller attended a training sponsored by ODH on “Healthy Children, Healthy Weights” for day care centers. It involves policy change. Currently, it is a voluntary program for day cares to agree to offer children one hour of physical activity per day and five different fruits/vegetables each week, including no fried foods. Cathy Zeller said there is a stipend the day care would also receive and a toolkit that contains healthy ideas including how to start a community garden at the day care.

#### School –

Traci Salkiewicz provided the update on schools. She stated that a grant opportunity is due on July 5 for any school (K-12) at \$1,000 each. Tori displayed the grant application on the projector for the group to see and will email it to everyone following the meeting. Student Service Directors will provide the application to the teachers. The school sub team will review all applications on July 8 and make the selections. Veggie U kits have been allocated to four elementary schools as part of their fourth grade curriculum. The sub team is looking into creating kits with seeds, soil and recipes to provide to schools next year. Safe Routes to School is currently conducting Walk Audits in the Riverside School District. The group is looking for neighborhood parents and school parents to complete questionnaires. The idea of a “Walking School Bus” was also discussed.

#### Worksite –

Tori Luyster stated that fresh fruit is currently offered for fifty cents in the lunchroom for Health District employees. Secondly, the Health District is in the process of phasing out unhealthy food in their vending machine. The goal is to have every snack meet a 200 calorie per serving standard with 30% or less fat calories per serving. Third, a bike rack will be installed at the Health District front door in June. The worksite sub team members are currently meeting with the selected businesses on the topic of worksite wellness. A few businesses include Lincoln Electric, Lake National Bank, Avery Dennison, and Lubrizol. The goal is to have 12 businesses on board this summer. The businesses will agree to implement two policy/environmental changes to improve physical activity and nutrition in the workplace. Each worksite who agrees to work with ACHIEVE can receive up to \$1,000 to implement the changes.

### **III. CHANGE Tools**

#### **A. Assignments**

Tori Luyster reviewed and confirmed the assignments for each reassessment and new assessment that will need completed. She will provide a follow up email on an individual basis to each person responsible for one or more CHANGE tool completions.

#### **B. Due on August 31, 2010**

Please utilize the comment boxes in the excel documents. Tori Luyster stated that she has two copies of a CHANGE Tool Guide developed by the CDC to help with the assessments. Anyone completing an assessment is welcome to use these.

### **IV. BUDGET**

#### **A. Review**

Tori Luyster presented a draft budget that includes expenses for 2010 and 2011. The group agreed that the budget should be used and should be updated as expenses are taken out.

#### **B. Vote – Expense Requests**

Ellen Cantor motioned to approve the expense request form for \$12,000, which will be utilized by the worksite sub team over the next year to implement policy/environmental changes in up to 12 businesses. Wayne Lindstrom seconded the approval. The vote was unanimous. No individuals were opposed.

## **V. Learning Institute**

### **A. Attendee Announced**

Cathy Zeller will attend the conference along with Beth Horvath.

## **VI. Miscellaneous**

**A.** Current sub team chair persons will receive a telephone call from one of three coaches to see if they want to continue another year in their current position. The duties of the chair persons include sending out emails to sub action team members, facilitating meetings, and providing the progress report at the CHART meetings. Any position changes will be final on August 1.

**B.** Marketing Updates-

Tori Luyster will plan to do a radio spot before July 1 and would like a member of the CAL group to help with this. She will follow up with the sub team once it is scheduled. The group was notified that anyone can sign up on the website for the ACHIEVE listserv. The listserv will receive updates about ACHIEVE progress, as well as, health information.

## **VII. Next Meeting**

### **A. CHART**

#### **1. Walk**

Details will be announced by email prior to the date. Tori Luyster will look into providing T-shirts for everyone at the walk.

### **B. Sub Team Meetings**

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|--|--------------------------------|
| <b>1. Community-at-Large</b>                 | <b>July 13, 2010 at 1 PM</b>   |
| <b>2. Community Institution/Organization</b> | <b>July 21, 2010 at 2 PM</b>   |
| <b>3. School</b>                             | <b>July 8, 2010 at 1:30 PM</b> |
| <b>4. Worksite</b>                           | <b>July 14, 2010 at 2 PM</b>   |

Respectfully Submitted,  
Maureen OHearn  
Tori Luyster